ESDIS SMO DAAC 1-ON-1 Action Items
Last updated: 95/07/25

No.	Date/ DAAC	Action item	Delegated to: Gov. point-of-contact/ SI&T member	Status
1	95/05/15 GSFC	SMO will look into whether the IRDs and ICDs contain the expected level and type of information for human and organizational interfaces as well as physical ones.	Candace Carlisle/ Linda Kim	In progress.
2	95/05/15 GSFC	SMO will investigate the inclusion of a review status on the Systems and Operations Concept Document at the June 14-16 Operations Concept Workshop to be held at HAIS.	Dan DeVito/ Linda Kim	Closed.
3	95/05/15 GSFC	SMO will investigate the distribution of information concerning access to CCR database, requirements analysis of RTM database, interface schedules and Red Flag report on WWW home page.	Dan DeVito/ John Yaquinta	POC contacted again on 7/24/95.
4	95/05/15 GSFC 95/05/23 LaRC	ICWG will investigate the document review process and recommend improvements to prevent multiple copies from being distributed under different covers. Clarify the documentation process; again multiple copies are making their way to the DAAC team.	Candace Carlisle/ John Yaquinta	Open. Candace Carlisle recommends turning this action item over to Ted Hammer as an action item for the CM working group.

5	95/05/15 GSFC	A one-day workshop at DAAC's was proposed to discuss test preparation, execution, training for DAAC personnel, and coordination. IV&V will evaluate the development of the recommended workshop concept as part of certification, test planning and preparation.	Glenn Iona/ Gordon Henley, Frank Rockwell, Linda Kim	In progress internally.
6	95/05/15 GSFC	There is a conflict between the ESDIS I&T schedule and a HAIS schedule after component AT. SMO will examine this area in more detail and work the issue internally and with the DAACs through David Han.	Janice Smith, David Han/ Linda Kim	Open. David Han contacted. Issue is being worked between Janice Smith and Hughes representative Rich Barbiere.
7	95/05/15 GSFC	Investigate V0 migration - when does it happen and who declares the data are ready for user access.	Greg Hunolt/ Linda Kim	POC contacted.
8	95/05/19 ASF	Dan DeVito will verify that the Architecture Description Document is on the web server.	Dan DeVito/ John Yaquinta	Closed. The document is on the ESDIS Systems Engineering Home Page under General Engineering Documents.
9	95/05/19 ASF	Dan DeVito will get contact information for Chris Daly, the contact for information on the HAIS performance models, to give to Carl Wales.	Don Jamison/ Linda Kim	Closed. Chris Daly's telephone number and e-mail address have been sent to Carl Wales at ASF via e-mail.
10	95/05/19 ASF	Janice Smith will investigate with Greg Hunolt the possible disposition of SONY tape drives from ETS to ASF.	Janice Smith/ Linda Kim	In progress.
11	95/05/19 ASF	Project to review the ECS schedules for bringing DAACs on-line.	Janice Smith/ Linda Kim	Closed. EGS I&T schedule and the picture road map have been revised and updated to reflect the most current understanding.
12	95/05/19 ASF	ICWG should be made aware of the ASF-unique interfaces.	Candace Carlisle/ John	Open. Candace Carlisle suggests

		Also, determine how those interfaces will be documented (white paper, V0, or ASF specific IRD/ICD)	Yaquinta	turning this action item over to someone in Greg Hunolt's group.
13	95/05/23 LaRC	There is a concern that the LaRC DAAC is getting signed up to perform tasks for which they are not aware. Michael Robbins, GSFC/SMO will interface with Roy Dunkum about TRMM issues.	Michael Robbins/ John Yaquinta	POC contacted.
14	95/05/23 LaRC	Put the IRD/ICD schedule/status on the home page. Also, ICWG agendas, minutes, and book bosses need to be on the home page. Are project approved documents placed on the EDHS?	Candace Carlisle/ John Yaquinta	Open. The IRD/ICD Status is on the ESDIS System Engineering Home Page under Metrics (ICWG IRD/ICD Status Matrix). Candace Carlisle gave CSC instructions to put Schedule, Agendas, Minutes, Book Bosses, Project App. Docs on the home page.
15	95/05/23 LaRC	Get a working meeting with Steve Kempler, SMO and DAAC to discuss science software deliveries.	Janice Smith, Steve Kempler/ Linda Kim	Closed.
16	95/05/23 LaRC	Meeting with Janice/ Steve Kempler/ and LaRC DAAC to discuss the four instrument teams' science software testing.	Janice Smith, Steve Kempler/ Linda Kim	Closed.
17	95/05/23 LaRC	LaRC DAAC provide feedback on SMO/DAAC interaction Strawman by 95/07/05.	Janice Smith, Roy Dunkum/ John Yaquinta	POC contacted again on 7/24/95.
18	95/05/23 LaRC	LaRC DAAC provide feedback to overall EGS test schedules.	Janice Smith, Roy Dunkum/ John Yaquinta	Closed.

19	95/05/23 LaRC	Prototyping - Proposals had a short turnaround window; can this be longer in the future?	Karen Moe/ John Yaquinta	Closed. The EOSDIS technical risks are on the ESDIS WWW, and Karen Moe has communicated to the DAAC managers (Mary Reph, Bill North) that there would likely be another opportunity for risk mitigation prototyping proposals early this fall that the DAACs could be working on now.
20	95/05/23 LaRC	Prototyping - Is testbedding going to take a prototype and place it in an operational DAAC for evaluation?	Karen Moe/ John Yaquinta	Closed. SMO Systems Engineering is planning a joint ESDIS / ECS technology transfer testbed using Hughes' System Technology Lab in Landover. Some DAAC prototypes currently under review (e.g., LaRC long term production planner) would need to be evaluated at that DAAC. Karen Moe expects that the DAAC proposal writers would work out the details on how that evaluation would take place within the context of an operational DAAC. If applicable, SMO Systems Engineering would like to eventually analyze successful prototypes in the joint ESDIS / ECS testbed.

21	95/05/23 LaRC	DAAC's should be involve/concur with Science Software waivers. Define the process.	Steve Kempler/ Linda Kim	Open. Instrument Teams should submit plans for incremental deliveries through their ESDIS Science Software Managers. Impacts to the EGS I&T schedule will be evaluated through ESDIS by Steve Kempler and Janice Smith. Issues will be worked back to the ITs through the same channels.